

Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes

Date: September 6, 2018
To: Citizens Advisory Committee
From: Benjamin H. Pingree, PLACE Director
Subject: Summary Minutes for June 7, 2018 CAC Meeting

Committee Members present:

Hugh Tomlinson	Keith Dantin
Kathy Bell	Claudette Cromartie
Kent Wimmer	Peter Okonkwo
Neil Fleckenstein	Bill Berlow
Allen Stucks	Elva Peppers

Committee Members absent:

Gordon Hansen	JR Harding
George Smith	Gina Kinchlow

Technical difficulties prohibited the audio record of this meeting. The following is a compilation of staff notes.

I. AGENDA MODIFICATIONS

There were no agenda modifications.

II. INFORMATIONAL ITEMS/PRESENTATIONS

- Blueprint Project Updates
 - Autumn Calder provided a brief overview of the status of Blueprint projects that included:
 - Magnolia Drive Multiuse Trail and underground utilities design was underway, right of way acquisition would begin summer of 2018 with construction anticipated one year later.
 - Capital Cascades Trail Segment 3, Pinellas to Gamble Streets, roadway and trail construction was estimated to be complete in the later part of 2018. The amenities would be constructed separately; the bid was anticipated to be on the street in mid-2019.
 - Capital Cascades Trail Segment 3, Gamble Street to the Central Drainage Ditch, design was currently underway and anticipated to be complete in August 2018. Construction for the Regional Stormwater Facility (Pond 3D-B) would be advertised along with FAMU Way Phase 3 in the fall of 2018. A master plan for the amenities was also proceeding. Kent Wimmer requested that the location of the trailhead connection to the St. Marks and Munson Slough Trails be added.

- The Dove Pond Regional Stormwater Management Facility, included in Welaunee Boulevard Phase 1, and a critical piece of the Northeast Gateway project, was anticipated to be complete in the fall of 2018.
- Presentation is on file at Blueprint Intergovernmental Agency
- OEV Project Updates
 - Al Latimer provided a brief overview of the status of Blueprint projects that included:
 - Highlights from the 2018 Second Quarter Economic Dashboard from the Research and Analytics team.
 - Claudette Cromartie questioned if census data was a factor in tracking new home locations and the average sale price. Al note that this information was sourced from the Leon County Development Support and Environmental Management, the City of Tallahassee Growth Management Department, and the Tallahassee Board of Realtors.
 - Regarding active projects, 52% were recruitments and 35% were expansions. With the majority of them in the Manufacturing and Transportation/Logistics, Health Care, or Professional Services and Information Technologies industries.
 - Kent Wimmer asked about the lessons learned from failed recruitments. Al Latimer noted that staff, when possible, attempts to uncover why our community was not ultimately selected, however this is not always possible.
 - Claudette Cromartie asked about the availability of workforce training. Al Latimer noted that CareerSource Capital Region is the local workforce board and a key partner of the Office. Staff often assists with communicating between them and business about the skills needed and trainings offered.
 - The MWSBE Office held nine academies with 100 business participating; launched the B@G Contract Compliance Software making certification and re-certification fully automated; expanded procurement opportunities with the Leon County Sheriff's Office and would be adding MOU's with Tallahassee Memorial, FAMU, and the Tallahassee Housing Authority. The MWSBE team also processed 60 new certifications and 68 re-certifications.
 - Reggie Smith with MGT Consulting Group gave a brief update on the Disparity Study. Highlights included: study objectives, major components, current status, and the next steps.
 - Presentation is on file at Blueprint Intergovernmental Agency
- Overview of FY 2019-2024 Implementation Plan for the Blueprint Intergovernmental Agency Infrastructure and Economic Development Programs
 - Autumn Calder provided a brief overview of the status of Blueprint projects that included: Information on funding sources and the implementation schedule for the Blueprint 2020 work program, built on IA Board action to date, and evaluated the acceleration of key community infrastructure projects.
 - Presentation is on file at Blueprint Intergovernmental Agency

III. CONSENT

ACTION TAKEN: Allen Stucks moved the consent agenda as presented. Kathy Bell seconded it. The motion passed 8-0

1. Approval of the April 19, 2018 Blueprint Intergovernmental Agency Citizen's Advisory Committee Meeting Minutes
Option #1: Approve the April 19, 2018 Intergovernmental Agency Citizen's Advisory Committee meeting minutes.
2. Acceptance of the Status Report on Blueprint Intergovernmental Agency Infrastructure Projects
Option #1: Recommend that the Blueprint Intergovernmental Board of Directors accept the June 2018 status report on Blueprint infrastructure projects.
3. Acceptance of the Status Report on the Operations of the Tallahassee-Leon County Office of Economic Vitality
Option #1: Accept the Tallahassee-Leon County Office of Economic Vitality Status Report.
4. Acceptance of the FY 2017 Comprehensive Annual Financial Report (CAFR) and Appropriation of FY 2017 Operating Fund Balance
Option #1: Recommend that the Blueprint Intergovernmental Board of Directors accept the FY 2017 CAFR, approve the additional appropriation to the FY 2018 Budget of \$2,970,371, and allocate all funds to the Capital Cascades Segment 4 project.
5. Acceptance of the Blueprint Intergovernmental Agency Annual Performance Report
Option #1: Recommend that the Blueprint Intergovernmental Board of Directors accept the Annual Performance Report for the period covering January 2017 – May 2018.
6. Acceptance of the Capital Cascades Trail Segment 3 Project Update
Option #1: Recommend that the Blueprint Intergovernmental Board of Directors accept the status report on Capital Cascades Trail Segment 3.

IV. GENERAL BUSINESS

7. Acceptance of the Northeast Gateway Project Update; Authorization to Procure Welaunee Boulevard Phase 1, PD&E Study Including Budgetary Allocation, and Approval of Funding Strategy for Design and Construction of Welaunee Boulevard Phase 2 and 3

Patrick Kinni gave a brief presentation on the item. The highlights included: concept designs and costs for Phase 1, updates and timeline on the PD&E study, and the funding strategy for design and construction.

Option #1, 2, & 3:

- 1. Recommend that the Blueprint Intergovernmental Board of Directors accept staff report on the Northeast Gateway Project.**
- 2. Recommend that the Blueprint Intergovernmental Board of Directors authorize the Agency to award the contract for the PD&E Study; as well as approve the budgetary allocation from unallocated funds in the amount of \$300,000 to fully fund the Northeast Gateway, Welaunee Boulevard, Phase 1 PD&E Study in FY 2018.**
- 3. Recommend that the Blueprint Intergovernmental Board of Directors approve the funding strategy to provide for the design and construction of Welaunee Boulevard: Segments 2-3 between the Blueprint Intergovernmental Agency (Blueprint) and the Canopy Community Development District (CDD) and authorize staff to negotiate a funding agreement relative thereto for future IA Board consideration.**

Allen Stucks moved approval of Options #1, 2, and 3. It was seconded by Bill Berlow.

The motion passed 8-0.

V. CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

There were no speakers to be heard.

VI. ITEMS FROM MEMBERS OF THE COMMITTEE

Neil Fleckenstein suggested modification to the agenda and flow of the meetings by decreasing the time spent on staff reports and front loading the general business and decision making items.

VII. ADJOURN

The meeting adjourned by consensus at 6:50 pm.